

# Memorandum



**Date:** March 20, 2012

Agenda Item No. 8(F)(2)

**To:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Resolution Requesting Authority to Exercise Option-to-Renew Period Under Existing Competitively Bid Contract that Would Bring the Cumulative Contract Value to More than \$1 Million

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) delegate to the County Mayor or County Mayor's designee the authority to exercise, in their discretion, the Option-to-Renew (OTR) set forth in this item. Ordinance #07-139 provides for committee review exemption.

The accompanying OTR package in this item is specific to Landscaping and Lawn Maintenance Services for the Aviation Department in the amount of \$139,000.

## **Scope**

The impact of the item in the accompanying OTR package is countywide in nature.

## **Fiscal Impact/Funding Source**

The allocation and funding source for this OTR is proprietary funds generated by the Aviation Department.

Contract amount and the department allocation represent the maximum spending authority based on estimated past usage. This action does not guarantee that the total contract amount/value will be expended by the Aviation Department. Funding will be expended only if the Aviation Department's budget can support the expenditure approved in their annual budget adopted by the Board.

## **Track Record/Monitor**

There are no known performance issues with the vendors recommended for award. The department's contract manager is reflected in the attached OTR package.

## **Delegated Authority**

If this item is approved, the County Mayor or County Mayor's designee will have the authority to exercise the OTR in accordance with the terms and conditions of the contract listed in the accompanying package.

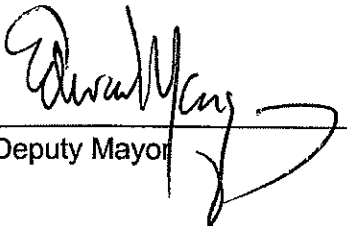
## **Background**

The competitively bid contract listed in this item requires approval to exercise the OTR contained in the contract that would, if exercised, bring the cumulative value of the contracts to over \$1 million. This contract was awarded under the County Mayor or County Mayor's designee's delegated authority (\$1 million for competitive procurements) pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38.

The contract in this package was awarded prior to the effective date of Ordinance 09-52, which requires obtaining Board authorization to award contracts where the renewal options would bring the cumulative value of the contract above \$1 million.

Prior to exercising any OTR periods, market research is conducted to ensure that continuing to purchase from the awarded vendors is in the best interest of the County. Market research includes competitive factors such as pricing, quality, product features, technology, and lead time. It may also include commercial factors such as environmental issues, other governmental entity practices, industry trends, support and capabilities. The OTR for the contract in this package will be executed if determined to be in the best interest of the County.

**Item No. 1: Landscaping and Lawn Maintenance Services** seeks authority to exercise the remaining Option-to-Renew term for the Aviation Department to utilize landscaping and lawn maintenance services. The amount being requested for the last option term is **\$139,000**.

  
Deputy Mayor




# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** March 20, 2012

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 8(F)(2)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous\_\_\_\_) to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(F)(2)  
3-20-12

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE OPTION-TO-RENEW PERIODS FOR THE COMPETITIVE CONTRACT DESCRIBED IN THE ITEM, SUBJECT TO THE MONETARY LIMITATIONS SET FORTH THEREIN, AWARDED UNDER THE COUNTY MAYOR OR THE COUNTY MAYOR DESIGNEE'S DELEGATED AUTHORITY FOR THE PURCHASE OF GOODS AND SERVICES

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board delegates to the County Mayor or County Mayor's designee the authority to exercise, in their discretion, the options-to-renew set forth in this item when in the best interest of Miami-Dade County; and the Board further authorizes the County Mayor or the County Mayor's designee to execute any and all documents necessary to give effect to the renewal.

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Lynda Bell
Esteban L. Bovo, Jr.	Jose "Pepe" Diaz
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 20<sup>th</sup> day of March, 2012. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

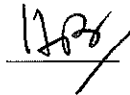
MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

Hugo Benitez



**Item 1****Contract No.:** 8605-4/13-4**Contract Title:** Landscaping and Lawn Maintenance Services

**Description:** It is recommended that the Board authorize the County Mayor or County Mayor's designee to exercise the remaining Option-to-Renew (OTR) term for landscaping and lawn maintenance services. The contract is in its third OTR period, which expires on April 30, 2012. The contract has one, one-year OTR remaining. Exercising the remaining OTR will bring the cumulative value of the contract to \$1,050,000.

**Initial Contract Term and**

<b>Allocation:</b>	May 8, 2008 to April 30, 2009	\$ 220,000
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<b>First OTR and Allocation:</b>	May 1, 2009 to April 30, 2010	\$ 229,000
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<b>Second OTR and Allocation:</b>	May 1, 2010 to April 30, 2011	\$ 229,000
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<b>Third OTR and Estimated Allocation:</b>	May 1, 2011 to April 30, 2012	\$ 233,000
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**Fourth OTR and Estimated**

<b>Allocation Under this Item:</b>	May 1, 2012 to April 30, 2013	<u>\$ 139,000</u>
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<b>Cumulative Value:</b>		\$1,050,000
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**JUSTIFICATION**

This contract provides for grounds maintenance at Miami International and Opa-Locka Executive Airports. These properties require proper maintenance and removal of potentially hazardous debris to ensure a safe and aesthetically appealing environment. The ground maintenance services include mowing, pruning, edging, tree trimming, and litter control. Contract negotiations resulted in a forty percent savings for the same level of service for the renewal term.

**Using/Managing Departments and Funding Sources:**

Departments	Allocation for Remaining OTR	Funding Sources	Contract Managers
Aviation	<u>\$139,000</u>	Proprietary Funds	Neivy Garcia
<b>Total:</b>	<b>\$139,000</b>		

Vendors	Address	Principal
Able Business Services, Inc. (Local Vendor)	3187 N.W. 38 <sup>th</sup> St. Miami, FL 33142	William L. Berry
A Native Tree Service, Inc. (Local Vendor)	15733 S.W. 117 <sup>th</sup> Ave. Miami, FL 33177	Dayne Tomasetti

<b>Vendors (continued)</b>	<b>Address</b>	<b>Principal</b>
Florida Garden Center Corp. (Local Vendor)	6840 S.W. 125 <sup>th</sup> Ave. Miami, FL 33183	Estrella Sampedro
Neighborhood Maintenance Inc. (Local Vendor)	2601 S.W. 130 <sup>th</sup> Pl. Homestead, FL 33032	Wenceslao Del Rosario

<b>Performance Data:</b>	There are no performance issues with the awarded firms.
<b>Compliance Data:</b>	There are no compliance issues with the awarded firms.
<b>Contract Measure:</b>	The Small Business Enterprise Set-aside measure was applied in accordance with the Ordinance.
<b>Local Preference:</b>	The Local Preference was applied in accordance with the Ordinance.
<b>Living Wage:</b>	The services being provided are covered under the Living Wage Ordinance.
<b>User Access Program:</b>	The User Access Program does not apply due to the funding source.
<b>Procurement Contracting Officer:</b>	Lina Bonilla